

PLANNING OF ORGANIZATIONAL CHANGES

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Abstract: This paper examines the importance of planning the activity to the head, especially during periods of active changes of operating principles in all possible company existence stages. A logical link is carried out between specific changes within the selected process: either with related activities or with the whole company structure organization. The author argues that the effective communication should be in the company and outside it to build a successful business.

Keywords: planning, changes, organizational structure

Every manager goes through many posts and projects. Professional growth is possible only through the constant competencies expansion that is only available in studying of new areas. Each time you change job, you will have a necessity to lay a new course based on accumulated experience.

Precisely in the first year, the new head makes the most of adjustments to the company. It is caused by a fresh vision of the situation at the enterprise.

There are several types of the company status, which a new employee may face: startup, reorganization, sustaining success, or recovery from the crisis. Startup assumes the rapid development of the company, new processes launch. At reorganization, the majority of employees do not realize the need for any changes; therefore, the main job is communication between key employees. Sustaining success requires an increase of "separation" from competitors, but without significant changes in the company course (Change Management [сайт] <http://www.businessballs.com/changemanagement.htm>). Recovery from the crisis in the most cases associated with layoffs, closing branches, selling parts of the company. Based on descriptions of each possible state, it is obvious that during the first days of the managers have to plan significant changes. In addition, the higher the manager position is, the greater the potential ravages of such changes and the associated risk.

The risk associated with changes is significantly higher than the immediate effect they will cause. Any organization for a certain period can introduce a certain amount of changes. Then it comes the stage when the authority of leaders is undermined and people stop believing in the favor of innovation. Precisely in this moment of the best employees leave the company, and very likely to competitors.

One of those problems the leader who comes to the company faces is to select the appropriate speed to make changes.

Firstly, all changes are related to personnel issues. It is necessary to the best people were at key positions. The greater significance is the specific position, the better person must be in this position. Otherwise, it will be the biggest problem. However, to do it you will need to determine what are the key positions, are there the right people or replacement is required.

It should be born in mind those changes in one particular function of the department impact the entire company. This is especially evident in the matrix structure of the organization. Even if changes do not directly affect what is passed from one department to another, during processing information and physical blocks, it can to change existing work chains and increase the complexity of communications. Therefore, making changes to a particular department, even if it does not directly affect others, it is useful to notify colleagues about it. It will help to get more tips and ideas, perhaps based on aspects that may be unknown to you, nuances, experience or a different perspective on the same situation. Sometimes such discussion helps to clarify the situation that has not been thought. In

addition, it will allow enlisting the support of other leaders, and therefore providing good atmosphere in the company for any reforms.

Periodic rotation of leaders is almost inevitable. High voltage level and changes in the market required a fresh look or new skills or quite other reasons might affect. Many of them involve changes in the structure and organization of the composition at a lower level. Any changes usually cause fear because fear of the unknown, though short. Often people forget about the positive aspects of changes, such as new opportunities to learn something from other leaders and expanding number of sponsors in your network.

In most large companies today, business activities are static rarely (Planning for organizational agility [сайт] <http://www.change-management.com/tutorial-ecm-cmma-expose.htm>). It occurs due to changes in the market, technology, competitors, and methods of work organization. Consequently, the business model, the processes within the company and the organizational structure of the company are rebuilt. The more company is flexible, the faster it responds to any external changes. Some companies to avoid stagnation rotate the leading staff every few years. Therefore, they get a fresh look at the business and from the outside; it is easier to rebuild existing organization for new conditions. Indeed, as usually, the new leader thinks of how to get the existing business to the next level, which implies certain changes in the company structure.

In addition, the company where there is its own culture and tradition of supporting the professional development and education its own personnel often provides rotation to other purpose. Passing through several different positions, people with good initial potential learn new fields and processes, and therefore are better prepared for the next degree of their career. In addition, they often bring knowledge with them how certain tasks were solved on their former place, and can enrich the practical work in a completely different function. Horizontal displacements contribute to strengthening contacts within the company, improve collaboration and the development of a body of knowledge in the company, as for employees, and contained in the various documents or stored in a database.

So constant changes within the company are inevitable. It means, no matter what situation is around you, good or bad, it will change and it is better to be ready for it.

When changing the company's management, employees, customers and partners should make sure that these changes will not reduce the quality of their service, will not delay, will not close collaborative projects, and will not affect your strategy as a whole (Change Management [сайт] http://en.wikipedia.org/wiki/Change_management). For investors, this means wariness about the success of the company. In this situation, you need to help people to gain confidence. For example, when the head is changed - offer your assistance in certain matters. In this case, you can better understand what new leader wants to achieve, to combine his and your vision of a new business strategy, will be able to alleviate the process of changes for the whole team and explain the situation to partners and customers better. This is important for your relationship with your new boss, for your business and for your career.

In today's world, very few people can avoid changes in their organization: changes in the market contribute to the rapid change of the manner of doing business. The higher you climb the corporate ladder, the more significantly your participation in the accompanying processes and events. Certainly there are cases when changes are so contrary to your inner beliefs and professional view that you prefer to change job, but fortunately, these changes occur rarely. More often, we hear about it from rather narrow specialists who do not understand that big business optimization leads to significant reorganization of their work. People who have a wide view and system thinking usually can easily understand the causes of what is happening and adjust their own course of action, for example revise annual goals, discussion of the changing role of their organization or even move to another place within the team.

Anyway, it is better to accept the fact that the regular changes in the leadership of the business and its organization are inevitable. Moreover, it is better to be part of the wave of changes, or the initiator of changes rather than trying to resist any changes. It is necessary to see changes in new features, but not the loss of the achieved results.

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